

DCFS Day Care Licensing Advisory Council Meeting

February 21, 2019

1:00 pm – 3:00 pm

MEETING MINUTES

ATTENDEES

Jennifer Alexander, Metropolitan Family Services
Faith Arnold, SEIU
Oni Austin, Illinois Action for Children
Shontee Blankenship, Department of Children and Family Services
Missy Brown, Child Care Resource & Referral
DeCarla Burton, Family Child Care
Dana David, Milestones Early Learning Center
Kisha Davis, Illinois Department of Human Services
Maria Estlund, Illinois Action for Children, Co-Chair
Mary Jane Forney, Department of Human Services
Nakisha Hobbs, Illinois Department of Human Services
Jamila Jor'dan, Governor's Office of Early Childhood Development
Beth Knight, Illinois Network of Child Care Resource and Referral Agencies
Theenshina Mayfield, Department of Children and Family Services
Bridget McKnight, Department of Children and Family Services
Denise Monnier, Association of Illinois Montessori Schools
Carol Morris, Department of Children and Family Services
Laurie Morrison-Frichtl, IL Head Start Association
Dara Munson, Chicago Child Care Society
Malia Owens, SAL Home Child Care Network
Laura Pleasants, YMCA of Metropolitan Chicago
Martina Rocha, Together for Childhood Network
Emily Ropars, Early Choices
Anita Rumage, Circles of Learning
Stephanie Spanbauer, Step by Step Day Care
Sarah Stoliker, First School
Pat Twymon, Family Child Care
George Vennikandam, Department of Children and Family Services, Co-Chair
Edie Washington Gurley, Department of Children and Family Services
Sue Wilson, First Step Day Care
Ken Yordy, Department of Children and Family Services

- I. Welcome and Introductions**
- II. Approval of Minutes from December 6, 2018**
 - a. Motion: Anita Rumage
 - b. Second: Pat Twymon
- III. Meeting Calendar Updates**
 - a. Revised meeting dates: April 25, August 8, and October 10 (all meetings 11am-1pm)

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IV. Department Updates – George Vennikandam

- a. Department transitions
- b. Statement of Purpose

Discussion:

The background check backlog is in a normal range now; the big priority now is pending reprint notices. At the last meeting, there was 1200, and it remains almost the same right now (some dropped off; new folks were put on the list). George has assigned an individual staff person to work specifically on this issue – Diane Catrell – she will be contacting homes and centers if they have staff who need to follow up on reprints and coordinating the licensing reps to move forward. Currently, there are 400 individuals employed in centers with pending background hits, and the department is waiting to see if they hear back from centers to issue waivers, and if they do not hear anything they will reach out to centers. If providers experience unreasonable delay for any staff members' updates or new employees, please reach out to George individually. Can email info to George (it's a secured system), or call. A provider noted that since paperwork is now sent directly to DCLR, they haven't received any paper documentation confirming clearances, only phone calls. George is going to follow up on this issue.

Personnel updates – BJ Walker's last day was last Friday; now Debra Dyer Webster, who has 30+ years of experience at DCFS, is Interim Director until the Governor makes a decision.

Statement of Purpose – George walked through the advisory council's statement of purpose to remind council members of their goals and duties. Maria will send out; if members feel there are tweaks, they can share.

V. Council Member Announcements or Suggestions

Discussion:

This is a new standing agenda item, where council members will have 5 minutes to note any items that they would like the co-chairs to consider bringing for further discussion at a future council meeting.

Maria shared that one thing on her mind is the increase in minimum wage – how do get providers the supports and resources they need to pay their staff above the increased minimum wage? This may be something we come back to at a future council meeting.

VI. IDHS Personnel and Policy Updates – Kisha Davis, IDHS

Discussion:

Kisha Davis is the new Bureau Chief for Subsidy Management at IDHS. Along with Nakisha Hobbs, who is the new head of child care with IDHS, shared the following IDHS updates.

IDHS has a federal audit coming in the month of March on CCDBG. The feds will be picking 15 homes and 15 centers at random to audit, and they will be looking at background checks. IDHS has to identify some programs that have had consistent challenges with background checks.

There is a new CCAP policy coming out for families experiencing homelessness. These families will have 90 days to provide medical forms, so DCLRs need to be aware of this policy and not cite during this grace period. There is also a new CCAP policy coming out that will allow children to continue getting CCAP at 13 years old, if their redetermination occurred while they were 12 years old. They get the full 12-months. This is an issue for licensing, because licensing only goes through 12 years old. Currently, children can finish out the month of their 13th birthday, but then they can no longer be in care. This brought up another issue re: the age of children with special needs. This issue was assigned to the Systems Integration committee to work with IDHS; Emily Ropars wants to be engaged.

A couple other IDHS updates include:

- License Exempt centers are required to have fire marshal clearances. IDHS will be sharing guidance on getting those clearances. The department has found that many programs were just notarizing their own letters without getting proper clearances. IDHS specified that even for LE programs not looking for CCAP, DCFS can refer to IDHS for guidance on the fire marshal clearance process.
- Regarding new statute that provides CCAP for families receiving in-tact services through DCFS: in-tact families will child care paid through DCFS, then move over to IDHS.

Decisions:

Systems Integration will look into the issue of age of children served and age of children with special needs served and ensure IDHS and DCFS are aligned

Point Person:

Deadline(s):

VII. Legislative Updates – Maria Estlund

- a. This body is really about sharing out and giving everyone information to go back to individual organizations, clarifying questions
- b. Not necessarily trying to come to consensus on any bills

Discussion:

Maria provided information on a list of bills that impacted child care and early childhood programs. There was brief discussion on some of the goals of the bills, but the discussion was not meant to come to a consensus on any bills or determine where the department would fall re: its position on any of the bills. Members did provide helpful insight re: how a bill would or would not impact current practice. Members were encouraged to take the bill numbers back to their organizations and if they so wish, they could take a position through their own organizations.

VIII. Rule Changes – Carol Morris

- a. Lead testing (rules adopted)
- b. Expulsion rules
- c. Others

Discussion:

Lead Testing – May 1st is the deadline for providers to send their samples to approved labs. No one is being cited at this point. DCFS is pulling together resources on trainings to go on the Sunshine website. There were some questions about approved labs: what if a lab says they are certified but they aren't on the list from DCFS? DCFS says they will not be accepted, and the provider will have to retest. However, some providers raised the issue that they know of providers that have used labs that are not on the list, and DCLRS accepted it. The department is going to look into this issue further and ensure all DCLRs are on the same page.

Ken Yordy raised concerns from his committee and providers in the field that communication re: lead testing has been piecemeal, and some programs know about the requirements while others do not. Maria and Ken will write up a message to get out to partners and providers. The message will be sent to the list of partner organizations to push out to providers.

Expulsion – DCFS is having a meeting on March 1st to review internal comments on expulsion language. After final changes are made, it will go to director for approval then to 1st notice.

Carol going to check with Desi from OCFP on the status of big rulemaking package.

Decisions:

Maria and Ken will write up a message re: lead testing to get out to partners and providers. The message will be sent to the list of partner organizations to push out to providers.

Point Person:

Deadline(s):

IX. April Forums – Bridget McKnight

Discussion:

The regional forums have been set for the week of April 22nd. The department is thinking that content will be lead focused, given the proximity to the deadline for sending samples to approved labs. When the save the dates are ready, they will be sent to Maria to go to the full council to be pushed out.

X. Committee Reports

a. Data – Theenshina Mayfield and Carie Bires

Discussion:

N/A

b. Communications – Ken Yordy

Discussion:

The committee is working to ensure changes in standards are being translated in Spanish. Additionally, the booklets that providers hand out to families and the summary of standards are supposed to be updated to incorporate new and updated standards.

Decisions:

Point Person:

Deadline(s):

c. Systems Integration – Carol Morris and Tom Layman

Discussion:

The committee will look into the issue of ages of children served to ensure DCFS and IDHS policies are aligned and neither conflict with the others' goals.

Decisions:

Point Person:

Deadline(s):

d. Training – Beth Knight and Edie Washington Gurley

Discussion:

The training committee is looking at top violations and identifying ways to best support providers to prevent these violations.

There is a new organizational supports subcommittee, which will be meeting in March. This subcommittee will be looking at checklists, resources, templates, etc. and thinking about what organizations are the right

ones to share out to providers. Additionally, the subcommittee will think about where do these resources live, who is in charge of updating, who will provide tutorial/TA supports to implement these resources. The subcommittee is targeting the beginning of the new fiscal year to have resources ready. These could be shared out during fall regional forums.

Another issue the Training Committee is looking into deals with the Welcoming Each and Every Child training. There is a 7.5 hour training and a 3 hour training available; 6 hours are required for DCFS. How do we better distinguish among the two in the calendars/on the website, etc. to make sure people take the right one?

Meeting Adjourned

Next Meeting: April 25, 2019 11:00am – 1:00pm